

INDIANOLA MUNICIPAL UTILITIES



Electric • Communications • Water

**IMU Board of Trustees of the
Electric, Water and Communications Utilities
May 26, 2020
City Hall Council Chambers
5:30 p.m.**

Agenda

1. Call to Order
2. Roll Call
3. Public Comments
4. Consent Agenda
 - A. Claims for May 26, 2020.
 - B. May 11, 2020 Minutes.
5. Electric Utility Informational Items
6. Water Utility Informational Items
7. Communications Utility Informational Items
8. Combined Electric, Water and Communications Utilities Action Items
 - A. Resolution approving union contract.
 - B. Approval of Memorandum of Understanding regarding vacation accrual.
9. Combined Electric, Water and Communications Utilities Informational Items
10. Other Business
11. Adjourn

IMU Regular Downstairs
Meeting Date: 05/26/2020

4. A.

Information

Subject

Claims for May 26, 2020.

Information

Fiscal Impact

Attachments

eLation Claims 0526

AP Check Preview

Date Range: All Dates

Indianola Municipal Utilities

Friday, May 22, 2020
10:13:49 AM

Vendor	Due Date	Notes	Terms	Bill Total	Discount	Interest	Amount Due	Payment	Invoice Number	Bill Number
Account To Be Paid From			0000-10120-999							
ACCO UNLIMITED CORP. - VEND-2810										
5/12/2020	ACCO Liquid Chlorinating	Open Terms	1,261.36	0.00	0.00	1,261.36	1,261.36	0202005-IN	BL-2754	
						1,261.36	1,261.36			
American Legion Post #165 - VEND-1166										
6/17/2020	3 Flags	Net 30	75.00	0.00	15.00	75.00	75.00	100	BL-2753	
						75.00	75.00			
Bear Communications - VEND-1098										
6/2/2020	Cable, conduit, place fiber	Net 30	9,024.92	0.00	15.00	9,024.92	9,024.92	05092020	BL-2795	
						9,024.92	9,024.92			
BOOZELL, RYAN - VEND-102454										
5/15/2020	0120-0520 Fitness	Open Terms	75.00	0.00	0.00	75.00	75.00	0120-0520 Fitness	BL-2744	
						75.00	75.00			
Border States Industries Inc - VEND-1070										
6/11/2020		Net 30	5,877.38	0.00	15.00	5,877.38	5,877.38	919958354	BL-2735	
						5,877.38	5,877.38			
Calix Inc - VEND-1028										
3/28/2020		Net 30	25,432.28	0.00	15.00	25,432.28	25,432.28	211118	BL-2778	
						25,432.28	25,432.28			
Cedar Falls Utilities - VEND-1045 - BL-2785										
6/3/2020		Net 30	6,516.19	0.00	15.00	6,516.19	6,516.19	90729	BL-2785	
						6,516.19	6,516.19			
Cedar Falls Utilities - VEND-1045 - BL-2787										
6/19/2020	0420-0520 Telecom Service	Net 30	7,360.00	0.00	15.00	7,360.00	7,360.00	0420-0520 Telecom Serv	BL-2787	
						7,360.00	7,360.00			
Cintas Corporation - VEND-1007										
6/18/2020	Cleaning supplies	Net 30	45.31	0.00	15.00	45.31	45.31	5017258004	BL-2789	
						45.31	45.31			
City Of Indianola - VEND-1008 - BL-2706										

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Indianola Municipal Utilities

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10:13:49 AM

Vendor	Due Date	Notes	Terms	Bill Total	Discount	Interest	Amount Due	Payment	Invoice Number	Bill Number
	6/10/2020		Net 30	92,424.67	0.00	15.00	92,424.67	92,424.67	2602 APRIL	BL-2706
							92,424.67	92,424.67		
City Of Indianola - VEND-1008 - BL-2743										
	6/10/2020	Professional Services HR	Net 30	94,333.01	0.00	15.00	94,333.01	94,333.01	2603 MAY	BL-2743
							94,333.01	94,333.01		
CNM OUTDOOR EQUIPMENT - VEND-9110										
	5/13/2020	Six Pack HP Ultra	Open Terms	14.95	0.00	0.00	14.95	14.95	181317	BL-2709
							14.95	14.95		
CR SERVICES - VEND-9247										
	5/12/2020		Open Terms	29.96	0.00	0.00	29.96	29.96	286368	BL-2734
							29.96	29.96		
DELL MARKETING L.P. - VEND-10793										
	4/29/2020	System Service Tags	Open Terms	1,850.94	0.00	0.00	1,850.94	1,850.94	10389347346	BL-2796
	4/23/2020	Visiontex	Open Terms	254.39	0.00	0.00	254.39	254.39	10388058300	BL-2797
							2,105.33	2,105.33		
Des Moines Register Media - VEND-1010										
	6/14/2020		Net 30	150.87	0.00	15.00	150.87	150.87	0003318855	BL-2783
	6/14/2020		Net 30	436.77	0.00	15.00	436.77	436.77	0003318678	BL-2784
							587.64	587.64		
DES MOINES WATER WORKS - VEND-10870										
	4/11/2020	0220 Bills	Open Terms	511.00	0.00	0.00	511.00	511.00	0220 Bills	BL-2686
							511.00	511.00		
DES PLANQUES, CHRIS - VEND-101766										
	5/15/2020	Mobile Device 0520	Open Terms	75.00	0.00	0.00	75.00	75.00	Mobile Device 0520	BL-2716
							75.00	75.00		
Ditch Witch - VEND-1115										
	6/12/2020	MFL TX Groundin	Net 30	50.25	0.00	15.00	50.25	50.25	013937	BL-2732
							50.25	50.25		
DNR - VEND-1167										
	6/21/2020	Regulated air polution	Net 30	62.30	0.00	15.00	62.30	62.30	2019 Invoice	BL-2807

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Indianola Municipal Utilities

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Vendor	Due Date	Notes	Terms	Bill Total	Discount	Interest	Amount Due	Payment	Invoice Number	Bill Number
							62.30	62.30		
Dust Pros Janitorial - VEND-1011										
6/17/2020			Net 30	856.00	0.00	15.00	856.00	856.00	2225	BL-2788
6/3/2020	Toilet Paper		Net 30	70.08	0.00	15.00	70.08	70.08	2219	BL-2688
6/7/2020	Water dept - May 2020 Deep Scrub		Net 30	180.00	0.00	15.00	180.00	180.00	2220	BL-2701
6/17/2020	Cleaning		Net 30	1,471.25	0.00	15.00	1,471.25	1,471.25	2223	BL-2776
6/17/2020	Cleaning supplies		Net 30	253.91	0.00	15.00	253.91	253.91	2224	BL-2777
							2,831.24	2,831.24		
ECHO Group, Inc - VEND-1061										
6/12/2020	Conduit		Net 30	4,976.16	0.00	15.00	4,976.16	4,976.16	S8500480-001	BL-2771
6/7/2020			Net 30	461.57	0.00	15.00	461.57	461.57	S8494702.001	BL-2752
							5,437.73	5,437.73		
Forget Properties (300-306-308 - VEND-1141 - BL-2696										
6/10/2020	CreditRefund		Net 30	195.64	0.00	15.00	195.64	195.64	00007790-9	BL-2696
							195.64	195.64		
G & G Lawn Care - VEND-1135										
6/7/2020	Labor-Spray round up		Net 30	192.60	0.00	15.00	192.60	192.60	15871	BL-2738
6/7/2020	Labor-Spray round up		Net 30	96.30	0.00	15.00	96.30	96.30	15872	BL-2739
6/7/2020	Labor-Spray round up		Net 30	770.40	0.00	15.00	770.40	770.40	15869	BL-2740
6/7/2020	Spraying weeds		Net 30	64.20	0.00	15.00	64.20	64.20	15868	BL-2774
							1,123.50	1,123.50		
Harland Clarke - VEND-1060										
6/4/2020	IMU Commercial Deposit Tickets		Net 30	60.68	0.00	15.00	60.68	60.68	2	BL-2719
							60.68	60.68		
Hearst Television Inc - VEND-1131										
6/19/2020	KCCI		Net 30	4,573.92	0.00	15.00	4,573.92	4,573.92	330843	BL-2759
							4,573.92	4,573.92		
HENLE, JASON - VEND-21263										
5/23/2020	0420 Fitness		Open Terms	25.00	0.00	0.00	25.00	25.00	0420 Fitness	BL-2805
							25.00	25.00		
Independent Advocate - VEND-1136										
6/15/2020	Indianola Digital Advertising		Net 30	200.00	0.00	15.00	200.00	200.00	408	BL-2766

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Vendor	Due Date	Notes	Terms	Bill Total	Discount	Interest	Amount Due	Payment	Invoice Number	Bill Number
							200.00	200.00		
Indoff Incorporated - VEND-1058										
5/16/2020	Hand Sanitizer	Net 30	22.20	0.00	15.00	22.20	22.20	3362204	BL-2792	
							22.20	22.20		
Infomax Office Systems Inc - VEND-1013										
5/27/2020		Net 30	816.07	0.00	15.00	816.07	816.07	26930841	BL-2705	
							816.07	816.07		
Innovative Systems - VEND-1048										
6/3/2020	Statements pulled and mailed	Net 30	1,462.79	0.00	15.00	1,462.79	1,462.79	48530	BL-2692	
							1,462.79	1,462.79		
Iowa Dept Of Revenue - VEND-1117										
6/7/2020	1st Qtr Use & Local Option Tax	Net 30	7,532.07	0.00	15.00	7,532.07	7,532.07	1st Qtr Use & Local Tax	BL-2741	
							7,532.07	7,532.07		
Iowa One Call - VEND-1015										
6/14/2020	Electric Locate Tickets	Net 30	457.20	0.00	15.00	457.20	457.20	220856	BL-2770	
6/14/2020	Email	Net 30	462.60	0.00	15.00	462.60	462.60	221528	BL-2794	
6/14/2020	Email	Net 30	239.40	0.00	15.00	239.40	239.40	221527	BL-2790	
							1,159.20	1,159.20		
JMK LAWNCARE - VEND-102101										
5/1/2020	0420 Mowing Water Dept	Open Terms	615.00	0.00	0.00	615.00	615.00	0420 Mowing Water Dept	BL-2693	
							615.00	615.00		
Kurt Gocken - VEND-1023										
6/13/2020	Mobile Device 0520	Net 30	75.00	0.00	15.00	75.00	75.00	Mobile Device 0520	BL-2710	
							75.00	75.00		
Kurt Ripperger - VEND-1025										
6/13/2020	Mobile Device 0520	Net 30	75.00	0.00	15.00	75.00	75.00	Mobile Device 0520	BL-2711	
							75.00	75.00		
LANE, DIANNA - VEND-102937										

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Indianola Municipal Utilities

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Vendor	Due Date	Notes	Terms	Bill Total	Discount	Interest	Amount Due	Payment	Invoice Number	Bill Number
	5/15/2020	Mobile Device 0520	Open Terms	75.00	0.00	0.00	75.00	75.00	Mobile Device 0520	BL-2717
							75.00	75.00		
LONGER, CHRIS - VEND-34025										
	5/15/2020	Mobile Device 0520	Open Terms	75.00	0.00	0.00	75.00	75.00	Mobile Device 0520	BL-2714
							75.00	75.00		
Mahaska Communications Group - VEND-1017										
	6/20/2020	0520 Customer Conversions	Net 30	364.75	0.00	15.00	364.75	364.75	0520 Customer Conversions	BL-2764
							364.75	364.75		
McCoy Hardware Inc - VEND-1035										
	6/14/2020	15 pc titan pro bit set	Net 30	31.49	0.00	15.00	31.49	31.49	A434256	BL-2728
	6/18/2020	Blk Nipples	Net 30	10.23	0.00	15.00	10.23	10.23	A435162	BL-2793
							41.72	41.72		
METCALF, MIKE - VEND-34230										
	5/15/2020	Mobile Device 0520	Open Terms	75.00	0.00	0.00	75.00	75.00	Mobile Device 0520	BL-2715
							75.00	75.00		
Midwest Alarm Services - VEND-1116										
	6/7/2020	Fire Alarm	Net 30	436.56	0.00	15.00	436.56	436.56	322235	BL-2786
	6/4/2020	Turbine Fire Suppression Testing	Net 30	1,200.00	0.00	15.00	1,200.00	1,200.00	322454	BL-2746
							1,636.56	1,636.56		
MUNICIPAL ENERGY AGENCY OF NEBRASKA - VEND-35805										
	5/9/2020	Purchased power	Open Terms	635,684.24	0.00	0.00	635,684.24	635,684.24	300757	BL-2742
							635,684.24	635,684.24		
MUNICIPAL SUPPLY INC - VEND-35810										
	5/8/2020	15" Tandem Platform	Open Terms	24.45	0.00	0.00	24.45	24.45	0760935-IN	BL-2727
	3/10/2020	Copper and Brass	Open Terms	85.90	0.00	0.00	85.90	85.90	0755300-IN	BL-2748
	5/13/2020		Open Terms	64.85	0.00	0.00	64.85	64.85	0761557-IN	BL-2780
	2/29/2020		Open Terms	369.55	0.00	0.00	369.55	369.55	0754961-IN	BL-2781
	5/12/2020		Open Terms	112.85	0.00	0.00	112.85	112.85	0761680-IN	BL-2782
							657.60	657.60		
National Cable Television Cooperative, Inc. - VEND-1095										

AP Check Preview

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Indianola Municipal Utilities

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Vendor	Due Date	Notes	Terms	Bill Total	Discount	Interest	Amount Due	Payment	Invoice Number	Bill Number
	6/14/2020	0520 National Cable	Net 30	35,889.89	0.00	15.00	35,889.89	35,889.89	0520 National Cable	BL-2799
							35,889.89	35,889.89		
Nexstar Broadcasting, Inc - VEND-1092										
	6/9/2020	WGN America	Net 30	262.70	0.00	15.00	262.70	262.70	331951	BL-2757
	6/19/2020	WHO	Net 30	4,031.50	0.00	15.00	4,031.50	4,031.50	331950	BL-2758
							4,294.20	4,294.20		
Nolasoft Development - VEND-1021										
	6/16/2020	Annual Domain Registration. Indianola.com	Net 30	24.00	0.00	15.00	24.00	24.00	8379	BL-2726
							24.00	24.00		
Pella Printing Co, Inc - VEND-1062										
	5/31/2020	M10 TV Quick Start Guide	Net 30	1,177.00	0.00	15.00	1,177.00	1,177.00	59745	BL-2762
							1,177.00	1,177.00		
Professional Solutions Financial Services - VEND-1044										
	6/3/2020	0520 Online Pymnt Services	Net 30	3,091.89	0.00	15.00	3,091.89	3,091.89	0520 Online Pymnt Service	BL-2798
							3,091.89	3,091.89		
Prolmage Sign & Lighting - VEND-1150										
	6/13/2020	Shirts	Net 30	680.79	0.00	15.00	680.79	680.79	2871	BL-2745
							680.79	680.79		
Sam Dusenbery - VEND-1149										
	6/13/2020	Mobile Device 0520	Net 30	75.00	0.00	15.00	75.00	75.00	Mobile Device 0520	BL-2713
							75.00	75.00		
SEPTAGON CONSTRUCTION - VEND-102835										
	5/15/2020	Ice Dam - Sno Gem	Open Terms	9,500.00	0.00	0.00	9,500.00	9,500.00	20-058	BL-2775
							9,500.00	9,500.00		
Skye McBroom - VEND-1026										
	6/13/2020	Mobile Device 0520	Net 30	75.00	0.00	15.00	75.00	75.00	Mobile Device 0520	BL-2712
							75.00	75.00		
STATE HYGENIC LABORATORY - VEND-23245										

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Indianola Municipal Utilities

Friday, May 22, 2020
10:13:49 AM

Vendor	Due Date	Notes	Terms	Bill Total	Discount	Interest	Amount Due	Payment	Invoice Number	Bill Number
	5/1/2020	Testing	Open Terms	195.00	0.00	0.00	195.00	195.00	187310	BL-2718
							195.00	195.00		
SUMMIT DRILLING LLC - VEND-103054										
	5/15/2020	Boring on W Clinton	Open Terms	975.00	0.00	0.00	975.00	975.00	1436	BL-2767
							975.00	975.00		
UMB BANK N.A. - VEND-103242										
	5/9/2020	Agent Fee	Open Terms	250.00	0.00	0.00	250.00	250.00	746487	BL-2725
							250.00	250.00		
VANDERPOOL CONSTRUCTION - VEND-57230										
	4/24/2020	Class D Rip Rap	Open Terms	785.00	0.00	0.00	785.00	785.00	3393	BL-2729
							785.00	785.00		
Warren County Engineer - VEND-1102										
	6/5/2020	0520 Fuel Distribution	Net 30	808.74	0.00	15.00	808.74	808.74	0520 Fuel Distribution	BL-2791
							808.74	808.74		
WESCO - VEND-60220										
	5/12/2020		Open Terms	108.75	0.00	0.00	108.75	108.75	167041	BL-2733
	5/13/2020		Open Terms	190.29	0.00	0.00	190.29	190.29	169557	BL-2736
	5/13/2020	Hastings	Open Terms	5.46	0.00	0.00	5.46	5.46	169556	BL-2737
	5/9/2020		Open Terms	380.58	0.00	0.00	380.58	380.58	165970	BL-2704
	5/20/2020	Packing Slip 17911801	Open Terms	77.04	0.00	0.00	77.04	77.04	179332	BL-2768
	5/20/2020	Packing Slip 17911802	Open Terms	77.04	0.00	0.00	77.04	77.04	179333	BL-2769
	5/16/2020		Open Terms	11,657.82	0.00	0.00	11,657.82	11,657.82	175017	BL-2751
	5/16/2020		Open Terms	235.06	0.00	0.00	235.06	235.06	175290	BL-2747
							12,732.04	12,732.04		
Wiegert Disposal Inc - VEND-1081										
	5/31/2020	May 30 Yard Dump	Net 30	340.00	0.00	15.00	340.00	340.00	May 30 Yard Dump	BL-2703
							340.00	340.00		
Check Count: 59				Totals:			\$981,570.01	\$981,570.01		

IMU Regular Downstairs
Meeting Date: 05/26/2020

4. B.

Information

Subject

May 11, 2020 Minutes.

Information

Fiscal Impact

Attachments

Minutes 0511

BOARD OF TRUSTEE MINUTES - REGULAR SESSION – May 11, 2020

The Board of Trustees met in regular session on May 11, 2020, in the City Hall Council Chambers. Chairperson Mike Rozga called the meeting to order at 5:30 pm and on roll call the following members were present via phone: Lesley Forbush, Mike Rozga, Jim McClymond and Adam Voigts. Absent: None.

Chris Longer, Finance and HR Director for IMU, said she will provide the Board with different options for financial reports now that IMU is using eLation software. The consent agenda consisting of the following was approved on a motion by McClymond and seconded by Voigts. Question was called for and on voice vote the Chairperson declared the motion carried unanimously.

Claims list for May 11, 2020.
Minutes from April 27, 2020.
January-March 2020 Financials.

Mike Metcalf, Electric Superintendent, reported on the Electric Utility Informational Items which included working on the SCADA project and working at new development sites.

Voigts moved and McClymond seconded to approve resolution 2020-20 approving the purchase of a pickup truck for the Water Department. Board Member Forbush abstained from voting due to a conflict of interest. Question was called for and on voice vote the Chairperson declared the motion passed.

Lou Elbert, Water Superintendent, reported the Water Department has been working on AT&T antennae contract.

Kurt Ripperger, Telecommunications Superintendent, provided an update to the Board on the Communications Utility Informational Items which included site surveys, drop installations and booking fiber installations.

Chris Des Planques, IMU General Manager, stated the City of Indianola Employee Handbook serves as the IMU guiding document absent an IMU policy. The handbook was in the packet for review.

Voigts moved and McClymond seconded to enter into closed session pursuant to Iowa Code section 20.17(3) to discuss labor negotiations at 5:49 pm. On roll call the vote was, AYES: Forbush, Rozga, McClymond and Voigts. NAYS: None.

Voigts moved and Forbush seconded to come out of closed session. On roll call the vote was, AYES: Forbush, Rozga, McClymond, Voigts. NAYS: None

Meeting adjourned on a motion by Forbush and seconded by Voigts.

Mike Rozga, Chairperson

ATTEST:

Jackie Raffety, Deputy City Clerk

IMU Regular Downstairs

8. A.

Meeting Date: 05/26/2020

Information

Subject

Resolution approving union contract.

Information

In your packet is the contract between the Indianola Municipal Water and Electric Utilities and the Construction and Public Employees LiUna Local 177. The contract will be valid from July 1, 2020, to June 30, 2025.

Fiscal Impact

Attachments

Resolution Approving Contract
Union Contract

RESOLUTION NO. 2020-

**RESOLUTION APPROVING THE TENTATIVE LABOR CONTRACTS
BETWEEN INDIANOLA MUNICIPAL WATER AND ELECTRIC
UTILITIES AND THE CONSTRUCTION & PUBLIC EMPLOYEES
LIUNA LOCAL 177**

WHEREAS, the Indianola Municipal Utilities Board of Trustees has considered the Labor Contract between the Indianola Municipal Water and Electric Utilities and the Construction & Public Employees LiUNA Local 177; and

WHEREAS, said attached contract is in compliance with the provisions authorized by the Indianola Municipal Utilities Board of Trustees; and

WHEREAS, the membership of the Labor Contract and Construction & Public Employees LiUNA Local 177 have concurred with the proposal; and

WHEREAS, the contract has been approved by said memberships; and

WHEREAS, the contract is attached as exhibit A to this resolution.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of the Indianola Municipal Utilities, that this contract is hereby approved.

BE IT FURTHER RESOLVED that the General Manager is hereby authorized and directed to execute the agreement.

APPROVED AND PASSED this 26 day of May 2020.

Mike Rozga, Chairperson

ATTEST:

Jackie Raffety, Deputy Clerk

AGREEMENT
Between The
INDIANOLA MUNICIPAL WATER
AND ELECTRIC UTILITIES
And The
CONSTRUCTION & PUBLIC EMPLOYEES LIUNA LOCAL 177

July 1, 2020 – June 30, 2025

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**INDIANOLA MUNICIPAL WATER AND ELECTRIC UTILITIES
CONSTRUCTION & PUBLIC EMPLOYEES AGREEMENT**

This agreement is entered into by the Indianola Utility Board of Trustees, hereinafter referred to as the “Employer” or “Board” and the Construction & Public Employees LiUNA Local 177, hereinafter referred to as the “Union”.

ARTICLE I

Recognition

The Board of Trustees recognizes the Union as the exclusive bargaining representative for the purpose of representing all permanent full-time employees and permanent part-time employees in the classification listed in Appendix I in accordance with the provisions of the State of Iowa Public Employment Relations Act.

ARTICLE II

Management Rights

Except as specifically modified by the Agreement, the employer shall have, in addition to all powers, duties and rights established by constitutional provision, statute, ordinance, charter or special act, the exclusive power, duty and right to:

1. Direct the work of its employees.
2. Hire, promote, demote, transfer, assign and retain employees in positions within the agency.
3. Suspend or discharge employees for proper cause.
4. Maintain the efficiency of governmental operations.
5. Relieve employees from duty because of lack of work or other legitimate reasons.
6. Determine and implement methods, means, assignments and personnel by which utility operations are to be conducted.
7. Take such actions as may be necessary to carry out the mission of the Utility Board.
8. Initiate, prepare, certify and administer its budget.
9. Exercise all powers and duties granted to the Board by law.

ARTICLE III

Non-Discrimination

Neither party to this agreement shall discriminate against any employee because of race, sex, color, age, creed, religion, nationality, union affiliation, or non-union affiliation.

ARTICLE IV

Work Rules

The Board may from time to time adopt and publish changes in existing departmental procedures and rules. Such changes shall become effective only after they have been prominently posted on appropriate employer bulletin boards for a period of ten (10) work days. All employees shall comply with the work rules. Any unresolved complaint as to the reasonableness of new or existing work rules, or any complaint involving discrimination in the application of such rules shall be resolved through the grievance procedure.

ARTICLE V

Hours of Work

A. Work Week

The normal work day shall consist of eight (8) consecutive hours of work. The normal work week shall consist of forty (40) hours of work on five (5) consecutive eight (8) hour days, normally Monday through Friday.

Since certain phases of the departments must regularly operate seven (7) days per week, some employees may be required to work an alternate work week consisting of more than five (5) consecutive days with at least two (2) consecutive days off each week.

Where alternate schedules are necessary, work schedules must be properly posted ten (10) work days prior to the work being performed.

Shift assignments in classification shall be made on a seniority and qualification preference.

Specific work schedules, including hours and days, will be issued by the General Manager of Utilities.

B. Lunch Period

All employees shall be allowed a lunch period which shall be scheduled generally in the middle of the work shift. Lunch period shall be scheduled as to time duration and in accordance with the prevailing departmental rules and regulations. However, a lunch period shall not be less than thirty (30) minutes, nor more than one (1) hour. In addition, light plant operators may be required to remain on the work site for lunch periods.

C. Rest Period

Each employee shall be entitled to one (1) fifteen (15) minute rest period during the first half of their work schedule and one (1) fifteen (15) minute rest period during the second half of their work schedule.

ARTICLE VI

Overtime

A. Definition

Overtime is all time properly authorized and worked in units of one -quarter (1/4) hour or more which is in excess of eight (8) hours of work in one day or forty (40) hours of work per week as described in Article V.

B. Procedure

In general, overtime shall be kept to a minimum consistent with the efficient and effective provision of Board services. Permanent employees shall normally be given preference in overtime assignments. However, when overtime work is required each employee shall accept and work such assignments.

Requests to take off earned compensatory time must be approved by the appropriate supervisor, but the wishes of the employee shall be given consideration. A periodic review of accumulated compensatory time will be made and employees may be required by their supervisor to schedule and take off such time within a reasonable period, i.e., 60 days. Employees may carry up to eighty (80) hours of compensatory time.

C. Compensation

Employees who work in excess of eight (8) hours in one day or forty (40) hours per week in accordance with the provisions of Paragraph B above, shall either receive compensatory time off at time and one-half for such “overtime” work or be paid in cash for such time at the discretion of the Board.

ARTICLE VII

Holidays

A. Recognized Holidays

The following shall be observed as paid Holidays:

1. New Year’s Day, January 1
2. Presidents Day, Third Monday in February
3. Memorial Day, Last Monday in May
4. Independence Day, July 4
5. Labor Day, First Monday in September
6. Thanksgiving Day, Fourth Thursday in November
7. The day after Thanksgiving
8. Christmas Eve Day, December 24
9. Christmas Day, December 25
10. Two days (16 hours) to be taken off with regular pay for the employee, however, must be requested in advance and approved by the Department Head.

In the initial year of employment, these personal holidays shall be prorated based upon the date of employment. Each employee hired between

- January 1 and March 31 shall receive 16 hours of paid time off if the employee is assigned to work an 8-hour per day schedule;
- April 1 and June 30 shall receive 12 hours of paid time off if the employee is assigned to work an 8-hour per day schedule;
- July 1 and September 30 shall receive 8 hours of paid time off if the employee is assigned to work an 8-hour per day schedule
- October 1 and December 31 shall receive 4 hours of paid time off if the employee is assigned to work an 8-hour per day schedule;

This time off shall be taken in the period beginning with the date of the individual’s employment and the following December 31.

B. Holidays occurring on weekends***Holidays which occur on:***

1. Saturday- shall be observed on the preceding Friday
2. Sunday- shall be observed on the following Monday
3. Shift workers shall recognize the actual holiday for overtime purposes.

C. Shift employee required to work on a Holiday

Employees who are assigned to shift operations, those departments which are scheduled to operate seven (7) days per week, and who are required to work on a recognized Holiday shall be compensated at a rate equal to two times their normal hourly rate of pay for each hour actually worked. Such pay shall be in addition to the usual eight (8) hours Holiday pay.

D. Regular Employees Required to work on a Holiday

Employees assigned to a normal work week who are required to work on an actual or alternatively observed holiday shall be compensated at a rate equal to two (2) times their normal hourly rate of pay for each hour actually worked. Such pay shall be in addition to the usual eight (8) hours Holiday pay.

E. Method of Compensation

All premium pay for Holiday work shall be compensated by either payment in cash or in compensatory time off at the discretion of the Board.

F. Holidays Occurring During Other Leaves

When a Holiday occurs during an employee's sick leave, vacation leave or emergency leave, the Holiday will not be counted as part of the leave of absence.

ARTICLE VIII**Sick Leave****A. Eligibility**

All permanent, full time employees will be eligible for paid sick leave.

B. Accrual

Permanent, full time employees will accrue sick leave at the rate of 3.7 hours per bi-weekly pay period. A total of eight hundred (800) hours can be carried forward to a new year. All leave in excess of eight hundred (800) is forfeited.

C. Usage

Sick leave shall be granted under the following circumstances:

1. Physical incapacity, including pregnancy.
2. Personal illness, including medical, dental or optical appointments during working hours.
3. Enforced quarantine of the employee in accordance with community health regulations.

4. Illness of a member of the immediate family (spouse, child, parent, sibling) which requires the presence of the employee at home or in a medical facility. Use of sick leave in this manner is limited to a total of five (5) days per year. At the discretion of the General Manager, employees may be allowed to use additional sick leave days.

D. Usage to Cover Work Related Injuries

Available sick leave shall be granted for physical incapacity resulting from an injury on the job. Such sick leave shall be used for up to the first three (3) days of the injury at which time the Board's Worker's Compensation policy and/or the Disability policy (after seven (7) days of sick leave use) shall take effect. In addition, during the first six months of a work-comp and/or disability insurance claim, an individual may use sick leave to make up the difference between his/her disability payment and his/her regular salary.

E. Administration

Sick leave shall be administered as follows:

1. Requests for sick leave should normally be made before an employee is regularly scheduled to report for duty.
2. Sick leave shall be chargeable only when used on regularly scheduled work days.
3. In individual cases where an employee's sick leave usage record indicates possible abuse, the employer has the right to verify the reported illness of any employee and may require a Doctor's certification for absence due to illness. Such certification will be required only with prior written warning to the employee or on any illness of over five (5) consecutive working days. Such certification must state the nature of the sickness or injury and whether the employee has been incapacitated for work for said period of absence. Abuse of sick leave shall be proper cause for disciplinary action up to and including dismissal.

F. Substituting Leave

Sick leave may be substituted for annual leave if an employee becomes hospitalized while on annual leave. Such substitutions shall be for the period of hospitalization only and must be documented.

ARTICLE IX Other Leaves

A. Military Leave

Whenever an employee enters into the active military service of the United States, the employee shall be granted leave as provided under Iowa Code Section 29A.28 and the applicable federal statutes.

B. Jury Duty

Employees on jury duty will receive their normal pay for regular work days spent on a jury panel. The employee shall submit the payment received from the Court to the Trustee Clerk's Office, less any amount included for travel allowance or expense reimbursement.

C. Emergency Leave

In case of death in the employee's family (spouse, child, parent, sibling, or corresponding in-laws), the employee shall be allowed three (3) days off with no loss of regular pay. In addition, with the General Manager's approval the employee may take up to an additional two (2) days off which shall be charged against his/her accumulated sick leave. In case of the death of an employee's grandchild, grandparent (or corresponding in-laws) or any relative living in the same household with the employee immediately prior to death, the employee shall be allowed one (1) day off with no loss of regular pay. In addition, with the General manager's approval, the employee may take up to an additional two (2) days off, which shall be charged against his/her accumulated sick leave.

D. Personal Leave Without Pay

The Board may grant an employee an unpaid leave of absence due to personal reasons upon the written request of an employee. Any such leave shall not exceed a period of ninety (90) days.

E. Leaves With Pay

All paid leaves off from work shall be credited as time worked for purposes computing overtime and benefit accrual.

ARTICLE X

Vacation

A. Eligibility

All permanent, full time employees are eligible for vacation leave upon accrual.

B. Accrual

Vacation leave shall be accrued as follows:

1. With less than two (2) years of service, 3.07 hours for each biweekly pay period.
2. With two (2) but less than eight (8) years of service earn 4.0 hours for each biweekly pay period.
3. With eight (8) but less than fourteen (14) years of service earn 5.0 hours for each biweekly pay period.
4. With fourteen (14) years or more of service, 6.0 hours for each biweekly pay period.
5. With twenty (20) years or more of service 6.47 hours for each biweekly pay period beginning June 26, 2005.
6. Employees shall not be granted any vacation leave after the last day of actual work when terminating their employment.

An employee is advanced to a higher earning rate at the beginning of the first pay period following his/her second, eighth, fourteenth, or twentieth anniversary date of service.

C. Administration

1. Planning: The General Manager or his or her designee is responsible for proper planning and scheduling of vacation leave for all employees. However, insofar as the workload of the department will permit, vacation shall be granted in accordance with seniority by classification.
2. Approving: All vacation leave must be approved in advance by the General Manager or his or her designee.
3. If a conflict arises whereby more than one employee in the same job classification requests the same vacation time, vacation shall be granted to the employee who requested vacation first. In the month of January, all vacation requests for the calendar year will be granted based on seniority. From February through December, all vacation requests will be granted to the employee who requested vacation first.
4. Usage: All vacation leave must be used and charged in amounts of not less than quarter (1/4) hour increments.

D. Unused Vacation Leave

Up to 160 hours of vacation leave may be carried forward to a new year. An employee who has more than 160 hours of accrued but unused vacation as of November 15 may request a payout of up to forty (40) hours of vacation. If a payout is requested, the employee will receive the payout in the first paycheck following December 1. All unused vacation leave in excess of 160 hours is forfeited.

ARTICLE XI

Union Representation

The Union may appoint certain employees to serve as union stewards. The names of the stewards must be submitted in writing to the office of the General Manager.

Upon request to their supervisor, stewards shall be permitted to leave their work area to receive, investigate and process complaints and grievances of employees with no loss of regular pay. Requests shall not be unreasonably denied. Use of duty time shall be kept reasonable and commensurate with the matter at issue.

Whenever a steward enters a work area for the purpose of investigating a complaint or possible grievance, the supervisor must be so notified.

ARTICLE XII

Payroll Deductions

The Board hereby agrees that upon proper authorization, deductions will be made from the employees pay and remitted to the designated parties for the following reasons:

Savings Bonds, Deferred Compensation, Board Group Insurance Plans, United Way and assessments and any others, which may be mutually agreed to.

ARTICLE XIII

Use of Board Facilities

The Board agrees that upon proper request and availability, the union shall be allowed use of facilities for the purpose of membership meetings, on off duty hours. The Union agrees to comply with all policies regulating the facilities utilization.

ARTICLE XIV

Report and Recall Pay

A. Reporting Pay

If an employee reports for work at his/her regular time and place but is sent home by the supervisor, because work cannot be performed, such employee shall be paid a minimum of two (2) hours pay at the regular straight time rate.

B. Recall Pay

1. When an employee, after completing a regular shift and leaving work is recalled to work, he/she shall receive a minimum of two (2) hours pay at one and one-half times his/her regular hourly rate of pay, except for recalls which are within one hour or less of the beginning of the employee's shift. For recalls which are within one hour or less of the beginning of the employee's shift, the employee shall be paid at one and one-half times his/her regular hourly rate of pay for all hours worked prior to the beginning of his/her shift.
2. Holidays – When employees who are not scheduled to work are called out on a holiday, they will receive recall pay of two hours at two (2) times their hourly rate of pay for each recall.
3. Holiday Pay – All recall pay is compensation in addition to holiday day provided under Article VII.

ARTICLE XV

Transfer Pay

In the event an employee is laterally transferred to the same class or to another classification in the same pay grade, the employee shall be entitled to the same pay step as paid in the previous classification.

ARTICLE XVI

Stand-by Pay

Employees who are required to be on call for emergencies after regular hours shall receive a guaranteed nine (9) hours straight time pay for each week (seven-day period) on call or four (4) hours straight time pay for each weekend (two day) period on call. In addition, seven day periods which include a recognized Holiday, employees on call will receive one (1) additional hour of straight time pay. Employees shall be compensated in accordance with article VI and/or XIV for work performed under this section.

ARTICLE XVII

Witness Fees

When an employee is requested to appear before any hearing on behalf of the Utility, he/she shall receive full hourly salary applicable to the provisions of the contract.

ARTICLE XVIII

Uniforms

Each employee will receive payment up to three hundred dollars (\$300) per fiscal year effective July 1, 2020. The employee will receive this payment in the first paycheck following December 1. Each employee must also adhere to the IMU dress code in compliance with that policy.

ARTICLE XIX

Training on New Processes

Whenever the duties of a position are to be materially changed by the introduction of new machines or processes requiring different skills and knowledge, any employee affected by the change shall be given a reasonable opportunity to learn to perform the new duties and to qualify for status in any new class of positions required for such work. Any employee, who after a reasonable training period, qualifies for appointment in a different class shall be appointed and promoted thereto.

Employees who do not qualify for such appointment shall be reassigned to other duties to his/her class or be laid off.

Apprenticeship trainees must keep their course work current. Failure to maintain course work, achieve proper skills in time allotted or cooperate with the apprenticeship program may result in the employee being placed on probationary status. If deficiencies continue, disciplinary actions may be taken up to and including termination. The employee's advancement in the program is subject to the determination of the Apprenticeship Committee which shall consist of two union and two management personnel.

ARTICLE XX

Use of Bulletin Boards

The Board will provide reasonable space for official union business on each bulletin board normally used to convey information to employees. The use of such space shall be limited to the following:

1. Listing of union officers and officials
2. Union elections
3. Union meetings
4. Union social events
5. Educational notices

ARTICLE XXI

Disciplinary Action

It is recognized that certain disciplinary action is occasionally necessary for efficiency of the operation. Forms of discipline may include oral or written warning, oral or written

reprimand, suspension, demotion, and termination. Such actions will be taken in the event of reasonable and just cause.

All written warnings and/or reprimands will be removed from and employee's personnel file upon the successful completion of a full two (2) years of employment without additional warnings and/or reprimands.

ARTICLE XXII

Safety, Health, and Welfare

A. Board Responsibility

The Board shall make reasonable provision for the safety and health of employees during the hours of their employment, and shall provide protective devices and other equipment necessary to protect employees from injury or illness in conformance with statutory requirements. In addition, the Board agrees to provide tools, special gloves, rain gear and special equipment to perform assigned tasks.

B. Employee Responsibility

Employees are required to comply with established Board procedures and policies regarding the reporting of occupational injuries.

C. Safety Committee

The Board shall appoint representatives of Labor to participate in the City of Indianola Safety Committee. Such representatives shall recommend preventive and corrective measures to assure safe working conditions in all phases of the Board's services.

ARTICLE XXIII

Employee Education

A. Education Requests

The Board recognizes it is of mutual interest and benefit to both the employee and the Board to advance individual knowledge, skills and abilities. Therefore, the Board agrees to consider all requests for educational purposes.

1. The request should outline the course desired, length of course, availability of classes and hours and amount of leave or reimbursement required.
2. Such requests shall be evaluated as to how the course relates to an employee's duties or to amount of value and benefit the employee and Board would derive from such a course.
3. If the request is approved, the Board shall allow up to \$600.00 maximum allowance per year tuition. In addition, paid leave may be allowed upon approval by the General Manager if necessary to attend course during working hours. Such tuition will be paid as reimbursement to employee for successful completion of approved course. For a graded course, a grade of "C" or better shall be considered successful completion.

ARTICLE XXIV
Travel and Per Diem allowance

A. Mileage for Travel

Whenever an employee is ordered or authorized to use his/her own private auto for Board business, the mileage allowance set by the state shall be paid for each mile of travel.

B. Per Diem

Actual out-of-pocket costs for meals, lodging, registration, etc. to be substantiated by receipts and subject to the following limitations:

1. Total daily allowance for meals, lodging, registration, etc., shall be limited to \$25.00
2. Daily lodging costs shall be limited to actual expense when pre-arranged by staff and to \$40/night if not pre-arranged
3. The total daily meal allowance will be reduced by one-third (1/3) for each meal included in any registration charge

C. Payment

All reimbursements must be substantiated by receipts and/or properly documented vouchers.

D. Travel Time

Time spent traveling will be considered as time worked, not to exceed the hours regularly scheduled per day. Other necessary travel time is to be expended without further compensation.

ARTICLE XXV
Promotion Pay

When an employee is promoted to a classification assigned to a higher pay range than the previously held position he/she shall receive an increase in pay equal to at least a one (1) step (Approx. 5%).

An employee reclassified to Apprentice Line Mechanic that has no prior training or experience for that position shall not start above Range 24, Step 3, even if the employee is currently in a higher pay range.

ARTICLE XXVI
Promotions and Job Bidding Procedure

Notice of job vacancies shall be posted on departmental bulletin boards for five (5) work days. Employees wishing to be considered for the opening must sign the job bid notice no later than 5:00 P.M. on the last day of the posting period.

When filling such promotional vacancies, the employer shall consider such factors as ability, aptitude, and work record. However, when these factors are reasonably equal as between two (2) or more employees, then seniority shall prevail.

ARTICLE XXVII

New Appointments and Promoted Employees

Newly appointed employees will normally begin at the first step of the appropriate salary range. When circumstances warrant, employees may be appointed above the first step in the salary range, but in no case may the starting rate exceed the rate paid to any other employee in the same classification.

Employees appointed to Water Operator I positions shall progress through the salary table in accordance with Article XXXI, except as modified herein:

Water Operator I- shall be eligible for promotion to Water Operator II Range 24, Step I upon certification as a Grade II Operator, and shall receive annual step increases through Step 5 of the range.

ARTICLE XXVIII

Longevity Pay

The salary table shown below represents the annual pay that employees shall receive for continuous years of service.

<u>YEARS</u>	<u>ANNUAL PAY</u>	<u>HOURLY PAY</u>
0-4	\$0	0
5-9	\$250	12.0 c/hour
10-14	\$300	14.4 c/hour
15-19	\$350	16.8 c/hour
20+	\$400	19.2 c/hour

Longevity pay shall be paid on a per hour basis to be included with regular hourly salary.

ARTICLE XXIX

Reduction in Force

A. Layoff or Transfer Procedure

In the event it becomes necessary to layoff or transfer employees in a specific classification, the following procedure shall apply:

1. Temporary employees.
2. Probationary employees
3. Permanent employees in reverse order of their seniority.

For purposes of this agreement, seniority shall be defined as continuous employment from date of hire. In computing seniority, all authorized compensated time off, and leaves of absence for illness and injury shall be computed as continuous employment, i.e., unpaid leaves in excess of 30 days change the date but do not negate past service.

B. Options for Designated Employee

The individual employee designated for layoff shall be given an opportunity to fill any vacancy for which he/she is qualified within the utility. If no vacancies exist, the affected employee may revert to a vacancy or replace the last hire promoted in a position in which he/she has previously held permanent status, or to replace the last hired or promoted in a lesser classification providing he/she has the specified qualifications to perform such duties. When all rights have been exercised, the last hired will be laid off.

C. Reinstatement of Transfers:

Any employee transferred in accordance with Sec. B, shall be eligible for reinstatement to the original, or a like position, when a vacancy occurs. Such reinstatement shall be in reverse order of seniority. Any employee who is reinstated, shall be placed in the appropriate pay step to reflect the pay range that the employee would have reached, in the event there had been no layoff, resulting in no loss of pay steps or seniority.

D. Re-Employment

The names of employees laid off shall be placed on a re-employment list for the classification affected, for a period of two (2) years. Such employees shall be eligible for re-employment in reverse order of layoff in the classification they held at the time of layoff.

E. Time Limit

When an employee is notified of available employment, he/she must make satisfactory arrangements to accept such position within five (5) working days, or forfeit their rights to any future re-employment.

ARTICLE XXX**Grievance Procedure**

A "Grievance" is defined as a dispute concerning the application or interpretation of any clause of this agreement which is reduced to writing and signed by the employee(s) involved.

The parties will agree to act in good faith to resolve any grievance presented by an employee. Grievances must be presented at the First (1st) step of the procedure within five (5) work days of the incident giving rise to the complaint.

Step I: The employee shall submit the grievance to his/her immediate supervisor. Such supervisor shall respond within three (3) workdays.

Step II: If the matter has not been resolved, the employee shall then, within five (5) work days of the receipt of the Step I answer, present the matter to the General Manager who shall respond within five (5) work days.

Step III: If not resolved, the grievance may be submitted to arbitration within ten (10) work days of the decision at Step II. Upon

notification to the Board the parties shall promptly meet to attempt to agree on the selection of an arbitrator. If they are unable to agree, they will jointly request that the Iowa Public Employment Relations Board submit a list of five (5) arbitrators and, by alternately striking names, an arbitrator will be selected. Not later than sixty (60) days following the date on which the request for arbitration was submitted to the Board, the parties shall establish a date for the arbitration hearing.

The arbitrator shall be without power to add to, subtract from, or modify the terms of this agreement, nor to make any decision in conflict with the laws of the State of Iowa.

The arbitrator's fee and expenses shall be shared equally by the employer and the union. However, each party shall be responsible for compensating their own representatives and/or witnesses, as well as paying for transcripts of the proceedings if desired.

The failure of the employee or union to present a grievance within the specified time limits shall render the matter settled and not subject to further appeal. Failure of the employer representative to respond within the specified time limits shall automatically render the matter subject to appeal at the next step of the procedure.

Any time limit contained in this article may be extended by the written mutual agreement of the parties.

ARTICLE XXXI

Pay

Effective July 1, 2020 a three (3.0%) across the board wage increase will be awarded to each employee. Effective July 1, 2021 a three (3.0%) across the board wage increase will be awarded to each employee. Effective July 1, 2022 a three (3.0%) across the board wage increase will be awarded to each employee. Effective July 1, 2023 a three (3.0%) across the board wage increase will be awarded to each employee. Effective July 1, 2024 a three (3.0%) across the board wage increase will be awarded to each employee. During the term of this agreement, if non-union employees receive an across-the-board increase greater than three percent (3.0%), then the Union employees will receive the greater across-the-board increase.

Each employee shall remain at his/her then current step of the appropriate salary range. Those employees who have not reached the top step of their respective salary will be eligible for an additional one (1) step increase upon the completion of twelve (12) months of satisfactory service after their last step increase.

Newly appointed employees are eligible to receive a one-half (1/2) step increase upon successful completion of six (6) months of service, another one-half step after one year's satisfactory service and annually thereafter until the top step is reached with the exception of employees in the apprentice program.

Deferred Compensation

Upon completion of three (3) years of service, employees shall be eligible to participate in matching payments into the employer approved deferred compensation as described below.

The employer will contribute an amount equal to that amount contributed by the employee up to one and a half percent (1.5%) or seventy-five dollars (\$75), whichever is greater.

If any provision of this deferred compensation plan is determined to be unlawful, the parties shall immediately meet to negotiate an alternative placement of the money involved. All contributions previously made into the plan shall be preserved for the sole benefit of the affected individual employee(s) and not returned to the employer.

ARTICLE XXXII

Emergency Work

When emergency work reasonably appears to require an employee to stay on duty four hours or more after regular quitting time, a meal of reasonable cost shall be provided, at Board expense, approximately one hour after regular quitting time and at four hour intervals thereafter while they continue to work.

ARTICLE XXXIII

Maintenance of Standards

The employer agrees that during the terms of this contract the wages, hours and working conditions shall be maintained at not less than the highest standards in effect on the first day after implementation of this agreement.

ARTICLE XXXIV

Duration of Agreement

This agreement shall be in full force and effect beginning July 1, 2020 and continuing through June 30, 2025.

ARTICLE XXXV

Definitions

- A. Seniority:** For purposes of this agreement, seniority shall be defined as continuous employment from date of hire. In computing seniority, all authorized compensated time off and leaves of absence for illness and injury shall be computed as continuous employment. i.e. Unpaid leaves in excess of 30 days change the seniority date, but do not negate past service.
- B. Probationary Employment:** all new and promotional appointments shall be subject to 180 calendar days as a probation period, during which time and employee is to be evaluated, relative to performance and may be terminated without right to appeal.
- C. Employee:** A person legally appointed to a regular full-time position in the service of the Utility Board of Trustees.

**Chair
Indianola Utility Board
of Trustees**

**Business Manager
Construction & Public Employees
LiUNA Local 177**

Appendix A

IMU-Union	Effective 7/1/20				3.00%
	1	2	3	4	5
Range 15	33,188	34,514	35,896	37,332	
Meter Reader	15.956	16.593	17.258	17.948	
Range 19	42,279	43,971	45,727	47,558	
Field Technician	20.326	21.140	21.984	22.865	
Range 21	46,566	48,426	50,364	52,882	
Water Operator I	22.387	23.282	24.214	25.424	
Generation and Metering Technician					
Range 23	48,857	51,301	53,865	56,556	59,385
Apprentice Line Mechanic	23.489	24.664	25.896	27.190	28.551
Range 24	52,882	54,996	57,196	59,485	61,861
Lead Field Technician	25.424	26.440	27.498	28.598	29.741
Water Operator II					
Generation Operator II					
Range 25					
Water Operator					
Range 26	62,354	65,471			
Line Mechanic	29.978	31.477			
Range 27	65,120	68,913	72,359		
Lead Line Mechanic	31.308	33.131	34.788		
Lead Generation and Metering Technician					

Appendix B

IMU-Union		Effective 7/1/21				3.00%
		1	2	3	4	5
Range 15		33,188	34,514	35,896	37,332	
Meter Reader		15.956	16.593	17.258	17.948	
Range 19		42,279	43,971	45,727	47,558	
Field Technician		20.326	21.140	21.984	22.865	
Range 21		46,566	48,426	50,364	52,882	
Water Operator I		22.387	23.282	24.214	25.424	
Generation and Metering Technician						
Range 23		48,857	51,301	53,865	56,556	59,385
Apprentice Line Mechanic		23.489	24.664	25.896	27.190	28.551
Range 24		52,882	54,996	57,196	59,485	61,861
Lead Field Technician		25.424	26.440	27.498	28.598	29.741
Water Operator II						
Generation Operator II						
Range 25						
Water Operator						
Range 26		62,354	65,471			
Line Mechanic		29.978	31.477			
Range 27		65,120	68,913	72,359		
Lead Line Mechanic		31.308	33.131	34.788		
Lead Generation and Metering Technician						

Appendix C

IMU-Union		Effective 7/1/22				3.00%
		1	2	3	4	5
Range 15		33,188	34,514	35,896	37,332	
Meter Reader		15.956	16.593	17.258	17.948	
Range 19		42,279	43,971	45,727	47,558	
Field Technician		20.326	21.140	21.984	22.865	
Range 21		46,566	48,426	50,364	52,882	
Water Operator I		22.387	23.282	24.214	25.424	
Generation and Metering						
Technician						
Range 23		48,857	51,301	53,865	56,556	59,385
Apprentice Line						
Mechanic		23.489	24.664	25.896	27.190	28.551
Range 24		52,882	54,996	57,196	59,485	61,861
Lead Field Technician		25.424	26.440	27.498	28.598	29.741
Water Operator II						
Generation Operator II						
Range 25						
Water Operator						
Range 26		62,354	65,471			
Line Mechanic		29.978	31.477			
Range 27		65,120	68,913	72,359		
Lead Line Mechanic		31.308	33.131	34.788		
Lead Generation and						
Metering Technician						

Appendix D

IMU-Union	Effective 7/1/23				3.00%
	1	2	3	4	5
Range 15	33,188	34,514	35,896	37,332	
Meter Reader	15.956	16.593	17.258	17.948	
Range 19	42,279	43,971	45,727	47,558	
Field Technician	20.326	21.140	21.984	22.865	
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Generation and Metering Technician					
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Apprentice Line Mechanic	23.489	24.664	25.896	27.190	28.551
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Water Operator II					
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Range 25					
Water Operator					
Range 26	62,354	65,471			
Line Mechanic	29.978	31.477			
Range 27	65,120	68,913	72,359		
Lead Line Mechanic	31.308	33.131	34.788		
Lead Generation and Metering Technician					

Appendix E

IMU-Union		Effective 7/1/24				3.00%
		1	2	3	4	5
Range 15		33,188	34,514	35,896	37,332	
Meter Reader		15.956	16.593	17.258	17.948	
Range 19		42,279	43,971	45,727	47,558	
Field Technician		20.326	21.140	21.984	22.865	
Range 21		46,566	48,426	50,364	52,882	
Water Operator I		22.387	23.282	24.214	25.424	
Generation and Metering Technician						
Range 23		48,857	51,301	53,865	56,556	59,385
Apprentice Line Mechanic		23.489	24.664	25.896	27.190	28.551
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Lead Field Technician		25.424	26.440	27.498	28.598	29.741
Water Operator II						
Generation Operator II						
Range 25						
Water Operator						
Range 26		62,354	65,471			
Line Mechanic		29.978	31.477			
Range 27		65,120	68,913	72,359		
Lead Line Mechanic		31.308	33.131	34.788		
Lead Generation and Metering Technician						

A handwritten signature in black ink, appearing to be "D. J. [unclear]", is written over a horizontal line.

**Chair
Indianola Utility Board
of Trustees**

**Public Sector Representative
Construction & Public Employees
LiUNA Local 177**

IMU Regular Downstairs

8. B.

Meeting Date: 05/26/2020

Information

Subject

Approval of Memorandum of Understanding regarding vacation accrual.

Information

Attached is a Memorandum of Understanding between IMU and LiUNA making changes to Article 10, Section B of the Contract regarding vacation accrual. This agreement is with the Union, but will apply equally to non-union positions which is consistent with past practice.

Fiscal Impact

Attachments

Memorandum of Understanding

**MEMORANDUM OF UNDERSTANDING BETWEEN
INDIANOLA MUNICIPAL WATER AND ELECTRIC UTILITIES
AND
CONSTRUCTION & PUBLIC EMPLOYEES LIUNA LOCAL 177**

This Memorandum of Understanding (“Memo”) is entered into on this 26 th day of May 2020, by and between the Indianola Municipal Water and Electric Utilities (“IMU”), and the Construction & Public Employees LiUNA Local 177 (“LiUNA”).

WHEREAS, IMU has entered into collective bargaining agreements (“Contract”) with LiUNA through June 30, 2025; and the Contract governs certain conditions of employment for members of the LiUNA who are employed by IMU; and

WHEREAS, to provide additional vacation for long-term employees, the parties agree to the following revision (in bold) to the existing vacation language:

	Current language	MOU language
	Bi-weekly	Bi-weekly
Less than 2 years	3.07	3.08
2.0 – 7.9 years	4.00	4.00
8.0 – 13.9 years	5.00	5.00
14.0 – 19.9 years	6.00	6.15
20 years or more	6.47	7.69

IT IS THEREFORE AGREED, in order to provide additional vacation for long-term employees a change will be made to Article 10, Section B of the Contract regarding vacation accrual. These changes shall be effective with the pay period beginning June 21, 2020.

**INDIANOLA MUNICIPAL WATER
AND ELECTRIC UTILITIES**

**THE CONSTRUCTION & PUBLIC
EMPLOYEES LIUNA LOCAL 177**

By: _____

By: _____

Title: _____

Title: _____

Date: _____

Date: _____